

Electrical Permit Application
Big Rapids Charter Township
14212 Northland Drive
Big Rapids, MI 49307-2319
www.bigrapidthownshipmi.gov

Effective July 9, 2026

Authority: 1972 PA 230
Completion: Mandatory to obtain permit
Penalty: Permit cannot be issued

I. Job Location

NAME OF OWNER / AGENT	HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT? ☐ Yes ☐ No ☐ Not required
STREET ADDRESS AND JOB LOCATION (STREET NUMBER AND NAME)	NAME OF TOWNSHIP IN WHICH JOB IS LOCATED

II. Contractor/Homeowner Information

INDICATE WHO THE APPLICANT IS ☐ CONTRACTOR ☐ HOMEOWNER	NAME/CONTRACTOR OF RECORD (COMPANY)	STATE LICENSE NUMBER / EXPIRATION DATE
ADDRESS (Street Number and Name)	CITY AND STATE	ZIP CODE
TELEPHONE NUMBER WITH AREA CODE	FAX	CELL PHONE NUMBER
FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	WORKERS COMPENSATION CARRIER (or reason for exemption)	MESC EMPLOYER NUMBER (or reason for exemption)
E-MAIL ADDRESS		POWER COMPANY

III. Type of Job

☐ Single Family ☐ New ☐ Other ☐ Alteration	☐ Special Inspection ☐ Service only	☐ Premanufactured MH Setup (HUD Approved) ☐ Manufactured Home Setup
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IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

- When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area..
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

If work being performed is described above, check box below "Plans Not Required."

What is the building size in square footage? _____
What is the rating of the service or feeder in amperage? _____

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architecture or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plan Review Submission No. _____

☐ Plans Not Required

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF CONTRACTOR OR HOMEOWNER (Homeowner's signature indicates compliance with Section VI. Homeowner Affidavit)

DATE _____

VI. Homeowner Affidavit

I hereby certify the Electrical work described on this permit application shall be installed **by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Electrical Code and **shall not be enclosed, covered up, or put into operation** until it has been **inspected and approved** by the Big Rapids Township Electrical Inspector. I will cooperate with the Township Electrical Inspector and assume the responsibility to arrange for necessary inspections.

Complete Application on Back Side

VII. Fee Clarification

Item #18, Mobile Home Set-up (unit site):

This item is used for the installation of a site service for each manufactured/mobile home site in a **new mobile home park**. When setting a HUD manufactured/mobile home in a park, the permit must include the application fee, a feeder and final inspection. This shall be done by a licensed electrical contractor. When setting a HUD manufactured/mobile home on private property, the permit must include the application fee, service, feeder and final inspection fee.

VIII. Fee Chart – enter the number of items being installed, multiply by the unit price for total fee

	FEE	# ITEMS	TOTAL		FEE	# ITEMS	TOTAL
1. Application Fee (non-refundable)	\$60	1	\$60	19. Recreational Vehicle Site	\$6		
2. Service Up to 200 AMP (new / rehooks)	\$10			20. Motors to 20 KVA or H.P. per PV mod. (well pumps, water heaters, etc. ea)	\$6		
3. Over 200 AMP thru 600 AMP	\$15			21. Motors 21 to 50 KVA or H.P. per PV array module.	\$12		
4. Over 600 AMP thru 800 AMP	\$20			22. Motors 51 KVA or H.P. and over per PV array module.	\$14		
5. Over 800 AMP thru 1200 AMP	\$25			23. Fire Alarm Systems (not res. smoke alarms) Up to 10 Stations and Horns	\$50		
6. Over 1200 AMP (GFCI only)	\$50			24. 11 to 20 Stations and Horns	\$100		
7. Circuits, (each new or modified)	\$5			25. Over 20 Stations and Horns (ea)	\$5.		
8. Lighting Fixtures – per 25	\$6			26. Energy Retrofit – Temp Control	\$45		
9. () Dishwasher () Garbage Disposal (each)	\$5			27. Conduit / Grounding only	\$45		
10. Commercial Hood (each)	\$6			28. INSPECTIONS- Final Inspection	\$75	1	\$75
11. Furnace – Unit heater (each)	\$5			29. Rough-in	\$75		
12. Electrical - Heating units (baseboard each)	\$4			30. Temp. service / Safety	\$75		
13. Outlets – 220 Volts or greater (ranges, dryers, welders, elec. water heaters, etc.)	\$7			31. Re-inspection	\$75		
14. Signs (per circuit)	\$10			32. Underground	\$75		
15. Letters (per 25)	\$15			33. Hourly or Fractional Fee	\$50		
16. Neon - per 25 ft.	\$20			34. Certification Fee	\$10		
17. Feeder / Buss Duct (per 50 ft.)	\$6			35. Fee for Work without permit	Up To		\$500
18. Mobile Home Set-up (see Fee Clarification VII)	\$6			TOTAL FEE DUE		\$	

IX. INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL: Electrical work shall not be started until the application for permit has been filed with Big Rapids Township. All installations shall be in conformance with the State Electrical Code. **No work shall be concealed until it has been inspected.** The telephone number to schedule an inspection is provided for on this permit form. When ready for an inspection, call Big Rapids Township Building Department to schedule, providing as much advance notice as possible. Please provide the job location and **permit number**.

EXPIRATION OF PERMIT: A permit remains valid as long as work progresses and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. **A permit will be closed when no inspections are requested and conducted within 180 days of the date of issuance or the date of a previous inspection. Closed permits cannot be refunded or reinstated.**

WHERE TO SUBMIT APPLICATIONS: For your convenience, Big Rapids Township operates its own local permit program for code enforcement and applications. Permits within the jurisdiction of Big Rapids Township should be submitted to:

Big Rapids Township Building Department
14212 Northland Drive, Big Rapids, MI 49307

Phone: 231-796-3603 Fax: 231-796-2533 Web Site: bigrapidstowshipmi.gov

The Big Rapids Township Building Department will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs.

Make checks payable to: BIG RAPIDS TOWNSHIP

NO REFUNDS AFTER 30 DAYS